

Glossary

Abstain: The decision to not participate in a substantive vote. In most bodies, an abstention is counted as not voting. Although a delegate may not abstain on procedural matters, only affirmative votes are counted on procedural matters. Delegates abstaining or not voting are effectively voting "no".

Chairman: The highest authority within the Organization of the Islamic Conference. The Chairman holds ultimate responsibility for fulfilling and executing the Powers of the Chair outlined in these Rules. This is an evaluative position.

The Chairs: The President, Rapporteur, and the Director for a body. The Chairman, Vice-Chairman, and Rapporteur for the Organization of the Islamic Conference. The presiding official of the body is known as "the Chair".

Clause by Clause: A motion to divide the question clause by clause makes the Preamble a separate group of its own, along with each of the operative clauses as a separate group.

Competence: When a proposal is so far removed from the actual Topic, delegates may question the Competence of the body to discuss it. If the body has Competence, it is authorized to discuss the issue. For example, an environmental committee is not competent to discuss deploying peacekeeping troops.

Conference Policy: These rules of conduct are for all delegates, staff, and advisors. They remain in effect at all times, at all Conference activities.

Director: In a chairing committee, an assistant to the body's President and Rapporteur. This is a non-evaluative position.

Facilitating the Operations of the Body: This responsibility of the Chair permits the Chair to, among other things, seek to entertain motions, pose questions, and conduct informal non-binding polls.

The Floor is Open: This occurs whenever there is not a speech or a motion on the floor in formal debate. When the Floor is Open, the Chair will entertain any motions or points the delegates might have, according to the Rules of Precedence.

LEIMUN Board of Trustees: They are the governing authority of LEIMUN, the highest authority on all Conference matters.

Majority of the Members: 50% of the membership of the body, rounded up, plus one. For example, a majority of 50 is $50/2=25+1=26$, a majority of 25 is $25/2=12.5=13+1=14$.

Motion: A motion is simply a request for the body to do something, such as a motion to caucus or a motion to adjourn. Remember that motion is a noun. This means that when making a motion you should say "I move that..." or "I move for..." Saying "I motion that..." is technically incorrect.

Point of Information: A question on the rules of procedure directed to the Chair. Although this Point may interrupt a speaker, it is considered poor form to do so, unless absolutely necessary. To

raise a Point of Information, raise your placard when the floor is open. Once the Chair has recognized you, say "Point of Information" and ask your question. There is no Point of Information in the Organization of the Islamic Conference.

Point of Order: If you see something happening that is substantively incorrect, you can use this point to get it corrected. This is not to be used to ask a question of the Chair (That is a Point of Information). To raise a Point of Order, raise your placard and say "Point of Order". Once the Chair had recognized you, explain the situation to the Chair. If you use this Point, be prepared to cite exactly what rule or policy is being violated.

Point of Personal Privilege: If something has made you uncomfortable, you may use this point to get it corrected. For example, if the room temperature is extreme or the speaker can not be heard, raise your placard and say "Point of Personal Privilege". Once the Chair has recognized you, explain your situation to the Chair. Although this Point may interrupt a speaker, it should be used with the utmost courtesy. There is no Point of Information in the Organization of the Islamic Conference.

Precedence: The order of doing business for a body. The body always deals with issues of a higher precedence before dealing with those of a lower precedence.

Present and Voting: Those members who must cast an affirmative or negative vote on a substantive matter. Those who respond "present and voting" during the roll call may not abstain from substantive matters.

President: The highest authority within the body. The President holds ultimate responsibility for fulfilling and executing the Powers of the Chair outlined in these Rules. This is an evaluative position.

Previous Question: A motion for "previous question" is a motion to close debate on the topic area and vote on the proposal at hand.

Proposal: A proposal is a resolution, recommendation, or amendment before the body has passed it. The adoption of a substantive proposal is always a substantive motion.

Quorum: The minimum number of people needed in the room for the body to conduct business. If there is not quorum present, then the body recesses until such time that a quorum is present.

Rapporteur: The primary assistant to the President in most bodies. They assist the Chairman and Vice-Chairman in the Organization of the Islamic Conference. Generally, this is an evaluative position.

Recommendation: A working paper that has been introduced to the body and adopted through a substantive vote. Recommendations are proposed solutions presented by Ad Hoc Committees to the General Assembly.

Resolution: A working paper that has been introduced to the body and adopted through a substantive vote. Resolutions are proposed courses of action presented by all bodies, with the exception of Ad Hoc committees to the General Assembly.

Rights of Explanation: An opportunity for members who are present and voting to explain the vote of the delegation. Speeches given during rights of explanation should be limited to a specific

explanation of the vote at hand. Congratulatory remarks are out of order at this time. Delegates expressing these remarks will be called to order. There is no Right of Explanation in the Organization of the Islamic Conference.

Secretariat: Though the entire Conference staff comprises the Secretariat, it is typically used to refer to the Secretary-General and the Under Secretaries-General.

Severe: The most severe motion to divide the question is the motion that divides the proposal into the most number of parts.

Table: When a proposal or topic area is tabled, the body is putting off debate on it until another time. The topic is not closed. The proposal is not defeated. Either can be taken from the table at another time.

Two-Thirds: The membership of a body, times two, divided by three, rounded up. For example, two-thirds of 30 is $30 \times 2 = 60 / 3 = 20$ and two-thirds of 25 is $25 \times 2 = 50 / 3 = 16.67 = 17$.

Under Secretary-General: The Under Secretary-General is the primary intermediary between the Secretary-General, LEIMUN Board of Trustees, and the Conference participants, faculty advisors, and other observers.

Working Paper: A working paper is the first step in a document's progress towards passage as a resolution or recommendation. The purpose of a working paper is to put ideas out for discussion in resolution form. A working paper only needs a single sponsor. It may be discussed in formal session and in caucus. The body may not vote on a working paper.